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ABSTRACT

Developed to provide seventh and eighth grade students information about careers in the consumer and homemaking occupational cluster, this booklet may be used to integrate career information with various subject areas. (It is one of several student booklets developed for use in the Ohio Career Orientation Program at grades 7 and 8 to assist students in making tentative career decisions for exploration activities in grades 9 and 10.) Most of the guide is devoted to overviews of seven career areas in the cluster, followed by several paragraphs of occupational information on each of two or three specific jobs in each area. Additional jobs are listed with brief one- or two-sentence descriptions. The seven areas are (1) clothing and textiles, (2) consumer and homemaking educational services, (3) family economics, (4) family relationships and child development, (5) food and nutrition, (6) household and personal care, and (7) housing design, home furnishings, and household equipment. Following each job description a brief exploration activity is suggested through which the student would learn more about the job. A chart is provided with notes on how various school subjects (home economics, English, social science, industrial arts, physical education, music, science, art, and mathematics) are related to the consumer and homemaking cluster careers. A list of qualities needed for consumer and homemaking careers and a list of sources for additional career information (professional associations and specific government bulletins) are included along with a vocabulary list and a chart matching the jobs listed with the corresponding page number and codes in the "Dictionary of Occupational Titles" (DOT). Illustrated with drawings and photographs. (JT)

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Career Orientation Series

The Consumer and Homemaking Cluster

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Ohio Department of Education
Columbus, Ohio 43215

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
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Byrl R. Shoemaker

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CE 010 407

These symbols represent seven career orientation concepts that are integral parts of the student's personal, educational and vocational development. Suggested student activities relating to the seven developmental concepts appear in the book. The corresponding symbol will identify the specific concept to which each activity most directly relates.

World of Work

This concept relates to work values, the variety and nature of occupations, work families and their interdependency, and methods of studying and classifying occupations.

Economics

This concept emphasizes the person as both a worker earning income and as a consumer dispersing income.

Employability and Work Adjustment

This concept deals with obtaining and holding a job and advancing in a career.

Decision Making

This concept relates to all the others, involving a process that is necessary to all facets of society.

Self

This concept deals with how and what a person thinks of the self — attitudes, perceptions and self-evaluation of interests, aptitudes, achievements and values.

Individual and Environment

This concept is concerned with an understanding of the individual as he or she relates to the environment — the role each person plays in the home, school, community and work.

Education and Training

This concept relates to the learning of skills, ideas and appreciations that the individual needs in order to experience a successful life.

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Today's urbanized technological society has brought an urgency for an abrupt turn-around in thinking about the place of career education in our schools. Our economy's rapidly changing character, with large industry remote from residential areas, surrounded by fences, and protected by security guards, does not permit youngsters to see their parents or others at work. Many children's parents are recipients of public assistance checks, a situation that compounds the problem of teaching job-centered values.

Career education begins in kindergarten and continues through Grade 12. Motivation, orientation, exploration, and actual preparation are essential components of meaningful education. Instructional materials to assist classroom teachers in implementing a well-planned and sequentially organized curriculum are vital in the redesign of education.

We trust these instructional materials will be of significance in serving seventh and eighth grade students in preparing for rewarding opportunities in the world of work.

Martin W. Essex

Martin W. Essex
Superintendent of Public Instruction

What is this cluster about?

The jobs in this cluster are those in which consumer and homemaking education, training, and experience lead to employment. Some provide homemaking services such as cleaning, cooking, or caring for children. Some researchers in this area are employed to find better ways to prepare food, develop new *fabrics,** or design better houses. Other people have jobs testing products for safety, durability, or efficiency. Some people have jobs in which they inform consumers and homemakers about new products or safer, more efficient, less expensive ways of doing things. Still others have jobs in which they provide instruction to present or future homemakers and consumers.

What is homemaking?

Homemaking can be defined as the management of one's home. Another way to define it would be to say that a homemaker has the control and responsibility of taking care of a home.

Perhaps these definitions are too simple. When someone says the word "home" to you, what do you think of? Is your idea the same as that of the person sitting next to you? Would it be the same to someone living a thousand or more miles away from you? Robert Frost, an American poet, described home as "the place where, when you go there, they have to take you in." Do you agree with this?

Homemaking is something many different kinds of people do—men, women, young people, old people, single people, married people, divorced or widowed people. Artists, mechanics, engineers, bus drivers, nurses and other people are homemakers.

Each individual has his or her own concept of homemaking. It is a combination of eating, wearing clothes, having a place to live, cleaning, being with friends and loved ones, traditions and rituals, and taking care of yourself and others. It is the result of a person's decisions based on his or her attitudes, feelings, ideas, capabilities, experiences, and desires. A simple way of defining homemaking would be to say that it is the business of living.

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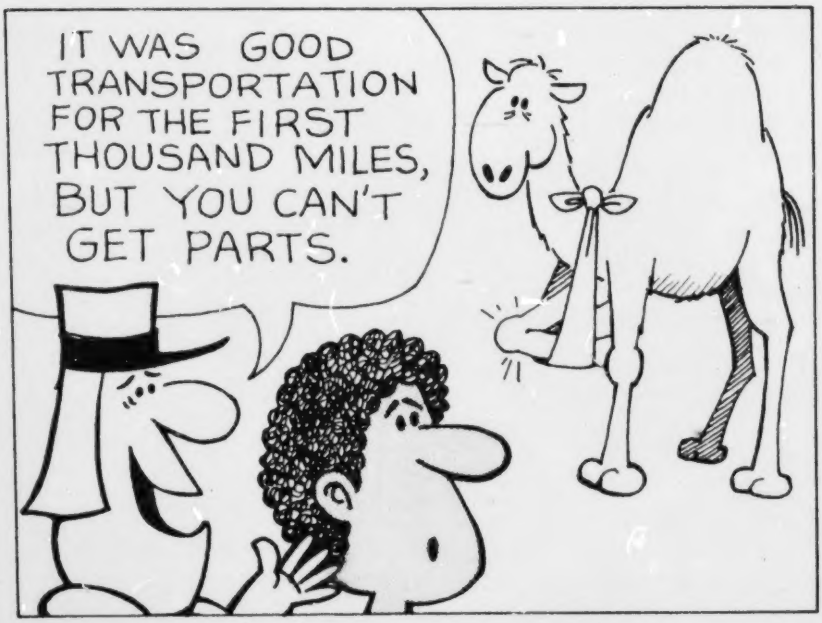
*Definitions of words in italics will be found in the Vocabulary on page 60.

Make a list of some of the ways you help to take care of your home. Which tasks do you enjoy most? Least?

Who is a consumer?

You are, for one! When you buy a record album, clothes, or a pizza, you are a consumer. A consumer is someone who buys goods or services. If you are thinking that everyone is a consumer at some time or another, you are probably right. (We couldn't think of anyone who wasn't.)

Although everyone may be a consumer, not everyone is a wise consumer. Even after you have decided to buy something, there are things to consider. For instance, where can you get the best price for the same quality? Should you pay cash or buy on credit? If it is an item like a car, how much will it cost to operate and maintain?



Make a list of things you bought last month. Did you buy the things because you wanted them or needed them? Are you still happy with the purchases? Would you make any changes if you could? Could you have saved any money by buying the things in a different store? Were you a wise consumer?

What are the responsibilities of today's consumer or homemaker?

A major responsibility of consumers and homemakers is providing food. This includes buying and preparing food, planning varied and *nutritional* meals, and storing food to be used at another time.

In providing shelter, consumers and homemakers determine what kind of housing is needed and desired, then furnish and equip the home. They must care for the home by cleaning, taking care of the maintenance and sometimes gardening.

Providing clothing is another responsibility. This may include purchasing or sewing clothes or a combination of the two. It includes caring for clothing by laundering or dry cleaning and repairing or altering clothing. It is also necessary to care for the appearance and grooming of family members.

Managing money is one of the biggest problems for consumers and homemakers. They are responsible for *budgeting,* saving and spending money. They must pay taxes and should know about insurance, *credit ratings,* and *interest* rates or *finance charges.*

The responsibility that is perhaps the hardest and most important is in the area of family relationships and child development. It involves caring for children, elderly people, and maintaining good feelings between adults. It means taking care of emotional problems as well as physical ones.

Some homemakers and consumers are responsible only for themselves. Others have the responsibility for themselves and one, two, or more other people.

The longer you study the responsibilities of consumers and homemakers, the more complicated their functions appear to be.

The homemaking decisions primitive people made were usually few and simple. They ate food that was immediately available to them.

When fruit was out of season, they ate no fruit. The easiest way to keep warm was to wear the skins of animals they had eaten. Shelter was where they could find it.

Our decisions are not so few. There are many foods available to us. Some food is grown and prepared thousands of miles away. Some of it is preserved by freezing or canning, so we can eat it when we want to. We have a choice of many kinds and styles of housing—apartments, houses, *condominiums,* trailers. Department stores are filled with clothes and equipment, furniture and decorations for homes.

The decisions are not always so simple either. Can we be sure that the food we eat is providing us with a nutritious diet? Are the chemicals that we use to grow food safe? Once we have decided to buy a house, how will we pay for it? What will the interest on the money we borrow cost us? When should a new car be purchased?

At home, look at a can of beets or another vegetable. On the label, you should find a list of ingredients of whatever is in the can. What are you eating besides the vegetable? Do you know what all the other ingredients are?

A Close Look at Some Careers In the Consumer and Homemaking Cluster

In this book, many of the careers available to you in the Consumer and Homemaking Cluster are discussed. You may find one or several that are appealing to you. As you read, keep yourself in mind. Try to imagine what it would be like for you to be doing a certain job.

You may find that you want more information than you find in this book. Look for the suggestions about where to write for more information and experiences that may help you make decisions.

Things to look for:
- Education required and training requirements
- Working conditions
- Required skills and talents
- Working hours
- Responsibilities
- Tools or equipment
- Advantages or disadvantages
- Advancement opportunity
- People to work with

The Consumer and Homemaking Cluster Can Be Divided into Seven Career Areas

Clothing and Textiles

Consumer and Homemaking Educational Services

Family Economics

Family Relationships and Child Development

Food and Nutrition

Household and Personal Care

Housing Design, Home Furnishings and Household Equipment

Clothing and Textiles

Producing clothing and *textiles* is one of the oldest industries, yet it is, in some respects, one of the newest and most modern of industries. Many thousands of changes have been made in the clothing and textile industries over the years. Every year you see changes in the styles of clothing for men, women and children. There have been other changes that you may not know about or see so easily, like changes in the machinery and methods of making cloth and clothing. The *fibers* used in making fabrics have also changed. Many synthetic fibers and new methods of treating traditional fibers, like cotton and wool, are being used. The new fibers have caused other changes in the way people care for clothes.

Career opportunities in the area of clothing and textiles are varied, especially for people with some consumer and homemaking training. Researchers, testers, designers, production workers, dry cleaners and laundry workers and others are needed.

Textile chemist, James Monastero, is separating fabric threads with the help of a microscope. The individual threads will be tested for resistance to heat. Mr. Monastero combines a thorough knowledge of chemistry and textiles, careful attention to details and a fair amount of curiosity to do his job.

Textile Chemist

People involved in research are always asking "how" things work as they do or "why" they do. While others shrug and say, "I don't care as long as it works," the person who is interested in research is busy trying to find the answer.

Textile chemists are research people. They are busy finding new kinds of fabrics, improving old ones or finding better ways to produce fabrics.

Like other chemists, the textile chemist must go to college and earn at least a Bachelor's degree. Some have a Master's degree or a Ph.D. A textile chemist needs to be intelligent and exact. It often takes patience and the ability to "stick to a job" to see a project through to its end. As in other areas of research, it may take years to develop, test, and retest a new product or idea. Although textile chemists need logical minds, they also need imagination to "dream up" new fabrics and new ways of doing things. Textile chemists must have a special interest in how textiles can be used for clothing, carpeting, draperies, furniture, or other things.

People are becoming more concerned about clothes and fabrics that are safe, take less care and wear longer. They also want clothes and fabrics that have a good appearance and *texture*, but they want to keep the cost low.

Using laboratory equipment, textile chemists may experiment with synthetic fibers, animal hair, feathers or other materials to create new textiles. They may experiment to find ways of making fabrics water or fire resistant or to reduce shrinkage.

Textile chemists who work for textile manufacturers prepare the *formulas* for the processing of textiles. They may also work on better ways of controlling some of the processes in making textiles, such as bleaching or dyeing. A textile chemist may ask, "What will happen if I raise the temperature or change the amount of a certain chemical? How will a certain material such as silk, cotton, or nylon react to this chemical?"

The laboratories where textile chemists work are usually well lighted and ventilated. Working with chemicals can be dangerous, so safety rules are followed carefully.

Often a team of people, including textile chemists, technicians and office personnel, work together. Communications become important whenever people work together, but people involved in research must also be able to write clear, exact reports of the projects.

Look in an encyclopedia or in other library books for the steps involved in the production of one type of fiber, such as cotton or wool or a synthetic fiber. Remember that people are responsible for the production process. Maybe you would be interested in a job that accomplishes one of the production steps.

Sewing Machine Operator

The sewing room is one of the busiest places in a clothing manufacturing firm. The sewing operations are those in which the cut pieces of a *garment* are put together. People are seated in front of machines that are designed to do a *specialized* job. The people, too, are trained to perform a specialized task as rapidly as possible. One person may sew shoulder seams, another pockets, collars, sleeves or some other part. Bundles of cut pieces are passed from worker to worker. Each worker sews the part of the garment for which he or she is responsible. The process continues until the garment is complete. *Inspectors* examine the garments at different times to make sure the work has been done correctly.

On-the-job training is important. The sewers are taught how to do each job with as little movement of the fingers, arms and body as possible. Almost all sewers are paid by the number of pieces they do, so they want to work as fast as they can. Speed is important to keep production moving and because the industry is highly competitive.

The machines are heavier and faster than home sewing machines, but sewing experience will help. Vocational schools may provide training on the type of power machines used in clothing factories.

Sewing machine operators are usually named for the operation or job they do. Some of the job titles are pleat sewer, edger, hemmer, top stitcher and buttonhole-machine operator.

Sewing machine operators are seated, and the work is not physically hard. The sewers do need excellent eyesight and *manual dexterity*. New workers are supervised by experienced sewers or foremen while they learn simple jobs like sewing straight seams. As they gain experience, they may progress to more difficult sewing jobs.

Occasionally, sewing machine operators advance to such higher positions as tailors, dressmakers or supervisors. Most sewers, however, remain in their jobs unless they get more training or education.

Study career briefs in the *Dictionary of Occupational Titles, Occupational Outlook Handbook* or other source to look for information on other careers in clothing production. You may be interested in operations such as patternmaking, cutting, tailoring or dressmaking.

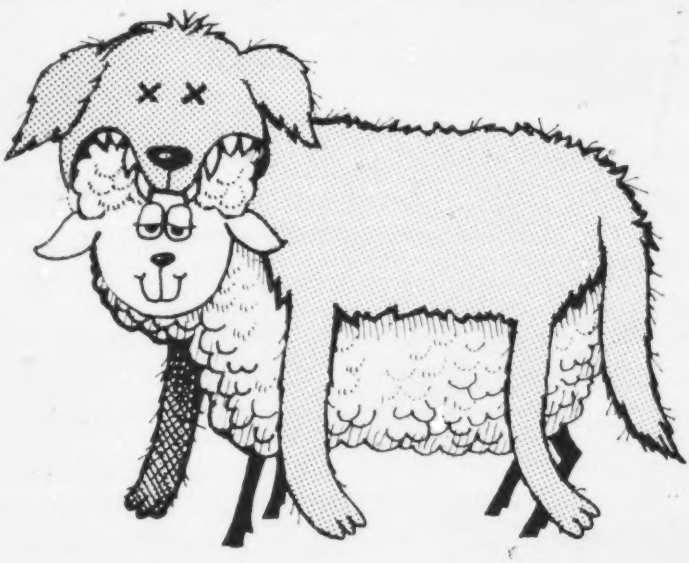
Fashion Designer

New fashions are presented at public style shows or sales meetings by the people who designed them, the fashion designers. Fashion shows are exciting for people, especially those who work in the clothing and apparel industries, but they are only the end result of months of work by fashion designers.

The ideas for new clothing styles begin in the designer's mind. Like other creative people, fashion designers use many sources to get fresh ideas. They travel, observe people and their life styles, study art and nature, and keep an eye on the work of other designers.

When the designer gets an idea for a dress, suit, or other garment, a sketch is made. Using a ruler and drawing instruments, the designer draws the various parts of the garment on pieces of paper. The drawings will be used as a pattern to make an experimental garment.

Planning the fabric that will be used to make the garment is an important part of designing. Fashion designers need a thorough knowledge of fabrics, textures and color in order to choose a fabric that is "just right" for an outfit.



Clothes should look nice, of course, but they should also offer protection.

Designers must also consider the cost of an outfit. Can it be made for a price that people can afford? The designer must think about the cost of the fabric and other materials as well as the cost of cutting, sewing and other operations.

When the pieces for the garment have been cut, they are pinned, adjusted and sewn on a form or a live model until the garment matches the sketch. The designer then writes the *specifications* for the garment. This includes describing the way the garment should be made, the colors and the type of fabric that should be used.

Not all styles change drastically every year, so sometimes the designer's work may involve changing or altering a pattern. A designer must be able to picture mentally how the changes will affect the appearance of the outfit.

In your local library, you will find books you might enjoy reading with historical information about changes in clothing styles. Find out what some of the major changes were. Which styles do you find most appealing?

Dry Cleaner

As clothes become more expensive, the care of them becomes more important. No one wants to ruin clothes by laundering or pressing them incorrectly, but it has happened to all of us at some time.

Many fabrics can be laundered in soap and water. People often wash these clothes at home, although some people prefer to have it done in commercial laundries. Other fabrics cannot be cleaned in water. They may shrink, fade, lose their texture or spot. These fabrics must be cleaned with chemicals. The process is known as dry cleaning.

Dry cleaning at home is not practical because of the machines and chemicals that must be used. When people have clothes, drapes, bed spreads, lampshades or other items that need dry cleaning, they take them to a dry cleaning firm.

You have probably had the experience of taking dirty or soiled clothes or other garments to a dry-cleaning store and picking them up a few days later, cleaned, pressed and looking like new. Some people might attribute this change to magic, but the work is actually done by men

and women who have a number of different job titles. One of the most skilled of these workers is the dry cleaner.

The dry cleaner receives clothes that have already been marked for identification by people called *markers.* The dry cleaner sorts the clothes according to color, the kind of fiber and the type of clothing. The clothes are put into a machine that resembles a washing machine. The dry cleaner may prespot some clothes by putting certain chemicals on stains.

The dry cleaner starts the machine, and, using the appropriate levers and switches, puts the cleaning chemicals into the machine. When the cleaning cycle is finished, the dry cleaner drains the chemicals into a filter tank, where they are cleaned to be used again. The clothes are passed on to a presser, who presses them, using dummy forms and hot steam.

Dry cleaners usually require several months of training—not because of what they must do, but because of what they must know. They need a wide knowledge of fabrics and fibers, spots and stains, and chemicals. *Spotters,* who are specialists in removing spots and stains, may require six to twelve months of training. Other laundering and dry-cleaning jobs may take only a few days or weeks to learn.

Other workers in a dry-cleaning firm are *finishers,* who put the finishing touches on a garment, counter clerks, *baggers* and inspectors. *Seamstresses* mend tears, replace buttons or resew seams. *Hand pressers* do the pressing of very delicate fabrics or odd-shaped pieces.

Most dry-cleaning plants are well lighted, since the workers must be able to see very well. They are also well ventilated, but because of the hot air and steam that is used, they may be uncomfortable in the summer.

Most of the jobs in the dry-cleaning industry are permanent. Supervisors and managers are usually chosen from the more experienced employees. Some dry cleaners and spotters open their own dry-cleaning companies.

If you have not already done the laundry for your family, work along with whoever does it the next time. Pay particular attention to the labels on clothes that give information about the type of fabric and the washing and drying instructions. If there is no label on a certain item, find out how to tell how it should be laundered.

Other Jobs in Clothing and Textiles

Fashion coordinator—Promotes new fashions and coordinates fashion show and similar activities to provide information on current fashions, style trends.

Model (clothing)—Dresses in sample garments to demonstrate style and design to observers and gives information as to model, number, price.

Dressmaker—Makes women's garments, such as dresses, coats and suits, according to a pattern, specifications and prescribed measurements.

Master tailor—Designs and makes tailored garments, such as suits, coats and similar clothing, to customer specifications and measurements.

Weaver—Operates a battery of looms to weave yarn into cloth.

Cleaner and presser—Operates pressing equipment and sewing machines, and uses chemical cleaning agents to press, alter, repair and clean garments of hotel guests and employees.

Cutter—Cuts single or multiple layers of material into parts for articles, such as draperies, garments, leather products, using knife or shears.

Patternmaker—Draws sets of master patterns for articles, such as garments or upholstery, following sketches, sample articles and design specifications.

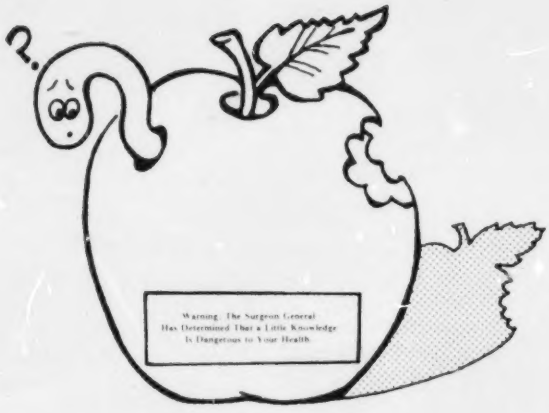
Garment mender—Repairs defects, such as holes, runs and pulled threads in knitted garments.

Hand sewer—Joins and reinforces parts of garments, sews buttonholes and attaches fasteners, such as buttons, snaps, hooks, or sews decorative trimming.

Furrier—Designs, makes, alters, restyles and repairs fur garments.

Furniture cleaner—Cleans upholstered furniture in plant or on customer's premises.

Carpet sales person—Sells carpet, and advises customers about fibers used in carpet and about care and maintenance.



Consumer and Homemaking Educational Services

Consumers and homemakers need to know many things. Some of them are taught at home, and some in schools. They must continue to learn even after they have finished school. Because of this continuing need to know, the people involved in consumer and homemaking education provide a very useful service. It is an area in which people can help others to help themselves.

Home Economics Teachers

The majority of home economists in the United States are teachers. They teach in public and private schools, in junior and senior high schools, colleges and universities, adult education programs and even elementary or nursery schools.

Anyone who is thinking about teaching as a career should have an interest in helping people, whether they are children, young people, or adults. This person should be able to understand an individual's problems and help solve them.

In the area of home economics, courses in foods and nutrition, clothing and textiles, family relationships, child development, home management and family economics are taught. In large schools, the home economist may specialize in a favorite area such as foods, family relationships or clothing. In small schools, the home economist may teach all of the courses.

In home economics, practical experience and classroom instruction are both provided. The teacher conducts classes in which students actually prepare foods, sew clothes or practice skills that are necessary for employment. The home economics teacher may also be an advisor for school clubs such as Future Homemakers of America.

General home economics teachers need at least a Bachelor's degree, with a major in home economics, to be certified to teach. Vocational home economics teachers also need the Bachelor's degree, but they must complete a special course of study to receive a certificate in vocational home economics. Home economists who teach at colleges and universities need at least Master's degrees and more education if they wish to advance.

Home economics teachers normally handle the same duties as do other teachers, such as grading papers, preparing lessons, evaluating students, supervising study halls and homeroom, and attending meetings either in school or with parents. They are also responsible for the care of the food lab and sewing equipment.

Most teachers spend about 37 hours a week in school, but additional time is needed outside of school to attend meetings, grade papers and prepare lessons. Teachers usually work an average of 48 hours a week.

Teachers do not usually teach during the summer months. Some use the time to take additional college courses to keep up-to-date. Others may find jobs during the summer to provide additional income.

Most home economists are employed by public or private schools, colleges and universities as teachers or professors. If you are interested in teaching home economics, talk with the home economics teacher in your school. Find out what it is like to be a home economics teacher or professor and what the educational requirements are. You may also want to write the Home Economics Education Association, 1201 16th St., NW, Washington, D.C. 20036.

Homemaker Aide

Homemaking appears on the surface to be quite simple. If you look into it, though, you find that it is a series of complex activities, each requiring a different kind of skill and knowledge. Some people who have had little or no training and experience usually find homemaking tasks quite difficult.

Homemaker aides help homemakers improve their skills and knowledge in such areas as cleaning, sewing, family health, child care, meal planning and preparation. Training in these areas often helps provide a more efficient and pleasant home.

Social service or welfare agencies usually employ homemaker aides. They may be assigned to a home for one or more days a week to work with the homemaker individually, or they may instruct groups of homemakers at neighborhood centers.

Homemaker aides actually demonstrate how to clean stoves or refrigerators or shop for bargains. They may give suggestions on how to save money by taking advantage of free recreation in the community.

Most training for becoming a homemaker aide is provided on the job by the social or welfare agency staff. The homemaker aide, however, must be able to get along well with people and be a leader. Homemaker aides should also be able to demonstrate their own homemaking skills.

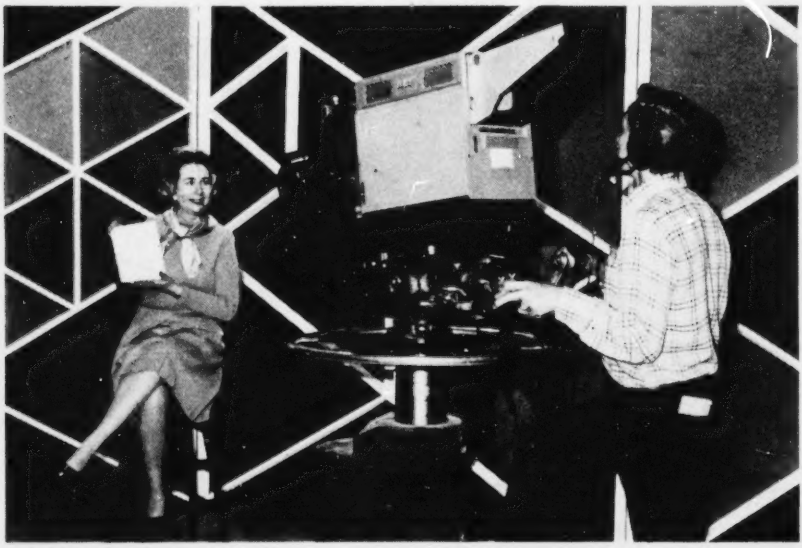
Homemaker aides usually are supervised by social workers or home economists who work for the same agency. They must be able to follow the directions or suggestions of the supervisor.

Make a list of the homemaking skills you have already developed. What additional skills do you need to develop before you can be a homemaker aide? Decide how you might develop the additional skills you need.

Extension Service Specialist (Home Economics)

Extension service specialists are employed by a state college or university and/or the U.S. Department of Agriculture. These specialists are involved in education of the public, especially in agricultural communities, although they also work in urban areas.

Appearing on T.V. is not unusual for Sally Ebling, an extension home economist. T.V. and radio are two media she uses to communicate with people. Writing pamphlets, speaking to groups and advising clubs like 4-H are other ways that she communicates.



The home economist in the extension service is involved in helping homemakers develop skills in all areas of home economics, including food and nutrition, clothing, child care and home management. Varied skills are needed by these specialists, so a broad background in home economics is needed.

The work of extension service specialists takes many forms. They may plan, organize and evaluate training programs on various subjects for people in the community. They use writing skills to prepare pamphlets and other training aids. Speaking skills are used to talk to community groups or on radio and television shows in order to promote homemaking skills.

Sometimes extension service specialists act as coordinators in planning cooperative programs between their own agencies and others. They may also help to coordinate the activities of workers within their own organization. It may be necessary to provide training in specialized areas for other extension service workers.

Extension service specialists work with adults through community groups and special activities, such as judging fairs or supervising canning programs. They work with young people, too, by acting as advisors to groups like the 4-H Club.

At least a Bachelor's degree is required for this type of work, and often more education is needed. Training in educational methods is helpful.

Other Jobs in Consumer and Homemaking Educational Services

Dietary consultant—Advises and assists public and private establishments, such as child care centers, hospitals, nursing homes, schools, etc. on food service management and nutritional problems in group feeding.

Dietician, teaching—Plans, organizes and conducts educational programs in dietetics, nutrition and institution management for dietetic interns, nursing students and other medical personnel.

Sewing instructor—Demonstrates sewing machines and their operation to retail store customers.

Family Economics

Can you believe there was a time before credit cards? Before interest rates? Before income tax? Even before money? It's true. There was a time when people did not need or use money. They traded goods and services. As civilizations grew, and trading became more complex, money systems developed. As societies grew larger, managing money became more and more complicated, until today, specialists are required to understand it.

Since early times, there have been people who gave advice in a limited way about how to handle money, but in recent years, a few important careers have developed to meet the money management needs of consumers and homemakers. These careers involve giving direct advice to people who need it and preparing general information about money management to groups of people. Sometimes research about how people are spending money is involved.

Ann Downing works for an electric power company as a consumer service home economist. One of her jobs is to explain to people how her company's product, electricity, can be used more efficiently and wisely. Much research and planning are done before presentations like this one can be given.

Consumer Service Home Economist

Home economists work in many different areas, such as teaching, research and community service. Many are also being employed by business to provide service to consumers. Food manufacturers, manufacturers of kitchen and laundry equipment, dress-pattern companies, and some other companies are hiring home economists.

Consumer service home economists demonstrate the varied uses of products, how to operate and care for equipment and how to use appliances at lower cost. Organizing and planning cooking classes, fashion shows or sewing demonstrations are among other activities. They are also available to help customers with special problems.

In between demonstrations, the home economists may prepare written pamphlets on cooking, recipes or the use and care of equipment.

The communication processes work both ways. During demonstrations, the home economist gets information or suggestions from the consumers who are using the products. The home economist *analyzes*

the information and makes suggestions to people in the company for the development of new products or improvements of old ones.

Home economists often have to follow strict regulations for clothing and hair styles. They should also be interested in helping people and should have leadership abilities. People should have confidence in the home economist; it is up to the home economist to develop this feeling.

The working environment for consumer service home economists is usually pleasant, as it is for home economists in other areas. Offices are usually attractively decorated. (The home economist may be responsible for this.) Practical working laboratories usually have up-to-date equipment and are well-lighted and clean.

The demonstrations may be given at the company or at various places in the community. The demonstrators may use a company car for traveling or receive a mileage allowance when more people are free, so the demonstrator's hours may be irregular. Usually, time off is given during the day to make up for the hours worked at night.

Professional home economists must have at least a Bachelor's degree. Many continue their education and receive a Master's degree or a Ph.D. Some home economists have a broad knowledge of the entire home economics area, but others may specialize in one area, such as food and nutrition, clothing and textiles, child development or home furnishings. The consumer service home economist is involved in communicating with people, so in addition to the regular courses, some speaking and writing courses are very helpful.

Contact a home economist who works for a local *utility company*. You may want to ask questions about the work, such as these: What training is required? Does it make you nervous to talk to groups of people? Why do you like your job? How do you help consumers? What personal characteristics are needed for a job like this?

Budget Consultant

Very often a job is created because people have a certain need. One of the needs people have in today's society is advice on how to handle money. They may not know how to make the most of the money they have, or how to make a budget or understand how to use credit properly.

More and more banks or savings and loan companies are hiring people to meet the needs of their customers. Budget consultants or *family finance specialists* advise customers about such personal and family money problems as saving, spending or budgeting. The budget consultants may be home economists who have specialized in home management or people with backgrounds in consumer education or related fields.

Besides helping individuals with problems, budget consultants may do research to find out how much people are spending for food, clothing, housing and medical care. They may write pamphlets, help produce films, or work on displays that will help people handle their money more wisely. Some even produce educational programs or courses of study for students and adults.

State and local government agencies and universities may hire family finance specialists to do research work. They study the buying and spending habits of families in different economic groups. The information is used to develop budgeting guides.

Some budget consultants are self-employed and charge fees for their services to clients.

Plan a budget for yourself. Start by figuring out what your income is from allowances, jobs or other sources. Make a list of your expenses and how much they cost. (Don't forget entertainment.) Figure out how much you can save each month.

Other Jobs in Family Economics

Home service director — Plans, coordinates and directs consumer education service or research program for equipment, food or utility company to promote good will and sale of products or services.

Home-service representative — Demonstrates gas or electrical equipment and appliances to promote sales and advises homemakers on efficient use of fuel in homes.

Consumer psychologist (industrial) — Studies consumer reaction to new products and package designs, using surveys and tests, and measures effectiveness of advertising media to aid in sales.

Family Relationships and Child Development

Even in happy homes there are occasional quarrels or fights, but usually they are not too serious, and people make up. In other homes, the problems may be more serious. A husband and wife may think they can no longer live together and seek a divorce or separation. Children and parents may not be able to get along. Someone in the family, a child or adult, may be disabled or ill. People need help in solving these problems and others.

Help is available in many forms. Sometimes counseling or talking with someone else can help people arrive at a solution. Providing care for children or adults outside the home is sometimes necessary. Parents or other family members may not be able to give children the amount or kind of care that is needed. If both parents are working, they may need to find a place where their children can be taken care of during the day. Careers in this area require everything from a small amount of training to years of education after high school, but they all have one think in common: the desire to help people in trouble.

Jim Harris enjoys his job because he cares about children. The children he works with have special problems and need extra attention. Jim's job requires more patience than most people have, but when a child's problem is solved, it all seems worthwhile.

Institutional Child Care Technician

It is easy to love a bright-eyed child who smiles and lifts its arms to you. Who can resist it? It is not, however, always easy to love a child who is emotionally disturbed and throws tantrums or a child who is retarded, handicapped or neglected. Often these children require more care and attention than healthy children.

Institutions are operated by government agencies and charitable organizations to care for children who have no parents or require more care than they can receive at home. Psychological, medical and social services are provided for the children, but there is a need for people to take care of the things that normally are done by parents.

Institutional child care *technicians* are employed to give care and guidance to children, to see that they are properly fed and clothed, and to teach them to keep their living areas clean and take care of their health. They often live with a group of children in an atmosphere that comes as close to being like home as possible.

Special skills and abilities are needed to work with children like these, and the technicians work closely with members of the professional staff. Technicians must be able to work with the other people. They must be able to help plan and carry out programs and be able to take and follow directions given by superiors.

There are personal qualities needed by the technician beyond those that an education can give. One is liking children and being interested in them. Some children require almost constant attention. The technicians are responsible for more than one child, and it is difficult to share themselves equally with a number of children. Sometimes the technicians, like parents, need to set aside their own comforts to take care of a child. An even temper is also needed, especially when children misbehave.

Many two-year colleges and some four-year colleges that have two-year programs offer training in child care. Vocational high schools also have child care classes. The programs usually have both general education and specialized courses in child care. A background in normal child development, the problems of children in institutions, and ways to take care of children in groups helps the technician to do the job. Some sorts of volunteer work in high school can help prepare a person for this type of work.

A good way to get experience in caring for children is by babysitting. You may want to take advantage of babysitting training classes at your school, a local YMCA or YWCA, or through a 4-H Club.

Social Service Aides

There are many *social service* or welfare *agencies* that are designed to serve the needs of the people in a community. Some of the agencies help people find jobs. Others take care of children or serve blind, disabled or disadvantaged people. Still others help people solve family or community problems. Although these agencies help different kinds of people with different problems, they all have one thing in common: there is too much work to do.

Social service aides are employed by social service agencies to take care of some of the routine jobs or paperwork. The aides may make surveys, keep records or make reports of their activities. They may explain the services that an agency has to offer. Without the help of social service aides, these things would have to be done by social workers or other professional workers and would keep them from doing efficient work.

Social service aides, however, do much more than paperwork. One of the most important things they do is listen to people when they are in trouble and offer them encouragement. They can do very practical, helpful things, like feeding and entertaining children in day care centers. They may help people get the education they need for a job. Sometimes they talk to people in a neighborhood to find out what the problems are and then find ways to help. They may help people find housing or advise them about caring for children's clothing and appearance.

Social service aides may be known by a number of job titles, such as caseworker aide, neighborhood worker or employment aide. It usually takes from one to several months of on-the-job training to learn the job. The aides are given many opportunities to continue their own educations. Part of the cost is sometimes paid for by the employer.

The agencies often hire people as aides who have a potential for developing skills and making a contribution, rather than those who already have skills. The aides should get along well with other people and have some leadership ability. The job requires a person who is courteous and tactful.

Contact local social service organizations. (Your school counselor can help you find addresses and phone numbers.) Ask about the career opportunities and requirements in social service work for several different agencies, including a child care agency, an employment service and a welfare agency.

Health and Welfare Home Economists

Home economists are often hired by social service agencies. They are part of a team of social workers, nurses and doctors who work together to help improve the conditions of low-income families.

The home economists who work in health and welfare should have broad backgrounds in home economics. They will meet problems involving food and nutrition, clothing, budgeting, family relationships, home furnishings and others.

Much of the work of these home economists is in planning and organizing community programs to improve health, money management, housing or child care. They may help individual families with their problems and help to train aides to work with individuals or groups. They may also work as consultants for programs designed to help disabled homemakers.

There are opportunities in foreign countries for home economists, especially in developing countries. Home economists are needed to advise government officials in these countries, to do research, to set up schools or educational programs in home economics and to work directly with people in helping them solve their problems.

A job in the health and welfare field might not be suitable for a person looking for reward in terms of salary, since there are other jobs that pay higher wages. It is suitable for a person who does not mind working long hours and finds helping others rewarding.

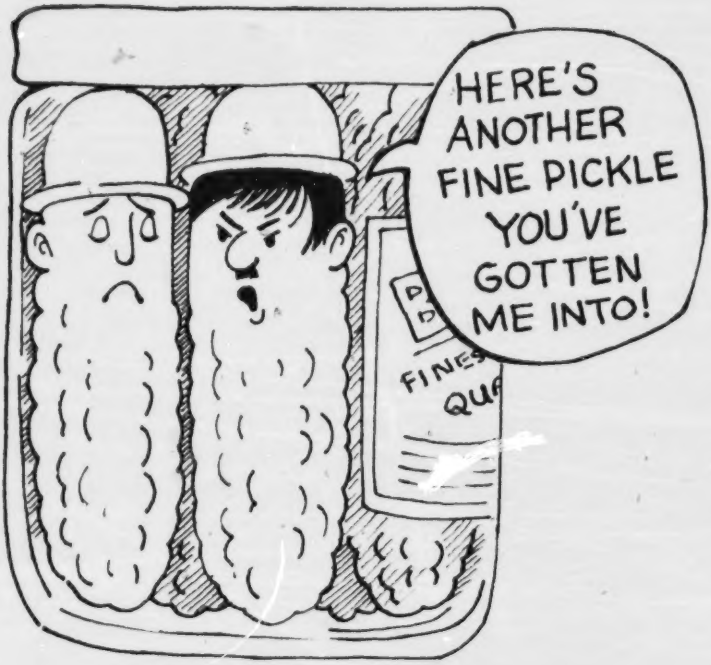
Write ACTION or the Peace Corp for information about volunteer opportunities for home economists overseas and at home.

Other Jobs In Family Relationships and Child Development

Nursemaid—Performs a combination of duties to attend children in a private home.

Teacher—nursery school—Organizes and leads activities of prekindergarten children in nursery schools in playrooms designed to care for small children.

Toy designer—Designs electronic, electrically operated, mechanical and nonmechanical toys.



Food and Nutrition – Food Processing

Most of what we eat today has been processed by other people. Just for fun, make a list of the food you ate for dinner last night. Was the meat cut to size for cooking? Were the vegetables fresh, frozen or canned? Was the bread baked at home or purchased at a grocery store or bakery? Did you churn your own butter?

Many different people, with various skills and talents, work in the *food processing* industry. Some of them have jobs in which they use their hands, use scientific abilities in research or use their creative and artistic abilities to make food more appealing. People in the food processing industries provide a service by relieving us of many of the chores involved in preparing food.

Food Processing Technician

In a world that is always changing and at times seems unmanageable, it is often a good feeling to know that some things are dependable. For instance, when you open a fresh box of your favorite cereal, it is nice

to have it look, taste and crunch like your favorite cereal. That is why you bought it, isn't it?

The food processing technician is one of the people responsible for dependability in food products. Food processing technicians may be called quality assurance technicians, physical science aides, biological aides or laboratory analysts. Whatever the title, the food processing technician should have an interest in science and detail work and be able to communicate well with others.

In research and development, the food processing technician assists *food scientists* in creating new foods, improving products or improving production processes. The activities involve separating and weighing ingredients, analyzing ingredients, operating and maintaining lab equipment, and writing reports. The technician may also set up samples to test flavor, color and texture. It does not hurt to have a good sense of taste and smell in this type of work. Making sure that quality is maintained is another function of a food processing technician. Often food samples are taken off the production line and tested for protein and vitamin content, as well as color, flavor and texture. The technician uses equipment like incubators, color comparison charts or pH meters to make these tests. He suggests changes if they are necessary.

It seems strange to think of food as a raw material, but in the food processing industry it is. Technicians in production work inspect the raw materials to make sure they are suitable. They work with field-men, the people who help farmers produce the best types of food. Others supervise the storage, cooking or packaging operations or provide nutritional and cost information to sales people.

Some people qualify for on-the-job training as food processing technicians, although training can be received at technical institutes, junior and community colleges or technical divisions of four-year colleges. Some schools require or suggest work experience while the student is in school. This can help to pay for tuition and lead to a job after graduation.

Check the Department of Labor Statistics (in your library) for the latest wage and salary information for food processing technicians. Compare the salaries with the salaries of other production workers in the food and nutrition area.

Robert Karger is about to bake bread made with apples and cinnamon. He uses skill and artistry in his job. Experience helps, too. Robert has probably baked thousands of loaves of bread like these during his career.

Baker

Bread is a staple of our diet, but "man shall not live by bread alone." There are other things—pies, cakes, pastries, cookies, doughnuts, pretzels and crackers! We usually refer to the people who create these delicious art works as bakers, although they have a number of different job titles.

Most bakery workers are employed by large wholesale bakeries that sell to restaurants, hotels or other large customers; by bakeries owned by grocery chains; or by companies that operate several retail stores. Many people, however, are employed by or own a one-shop retail bakery.

In a small bakery, an all-round baker takes care of most of the necessary steps in producing baked goods. All-round bakers are usually highly skilled and often have the opportunity for creative work.

Scales and measuring containers are used to measure flour, sugar, and other *ingredients* accurately. The ingredients are then poured into

a mixing-machine to blend them. Rolling, cutting and shaping the dough is the next step in most operations. The dough is then put into pans, molds, or on sheets to bake. After baking, the products are decorated with a glaze or icing.

Since many of the operations in baking are done by hand, a certain amount of manual dexterity is needed. Even when machines are used, nimble fingers are needed to keep the machines running smoothly and make the appropriate adjustments.

In large bakeries, the bakers specialize in performing specific tasks. *Mixers* are responsible for measuring and blending the ingredients to make dough. *Dividermen* operate the machines that divide and shape the dough into standard sizes. *Dough molders* operate machines that press air bubbles out of the dough, shape it and drop it into pans. The baking process is done by *ovenmen,* who load and unload the ovens and check the time and temperature. Cake icings and fillings are prepared by *icing mixers.* Special items, such as wedding or birthday cakes, are decorated by highly skilled icers called *hand icers.*

It usually takes three or four years of *apprenticeship* to become an all-round baker, mixer, or other specialist. Courses in vocational schools or training in the Armed Forces help a person become an apprentice. There are a few baking schools in the United States where you can receive training.

Most bakeries are clean, and it is pleasant to work in a place with such good smells. On a hot day, however, it can be very hot working near the ovens. Since some of the jobs involve strenuous physical work, good health is necessary. Most states require bakery employees to have health certificates. Some bakeries operate around the clock, so bakers may work day or night shifts.

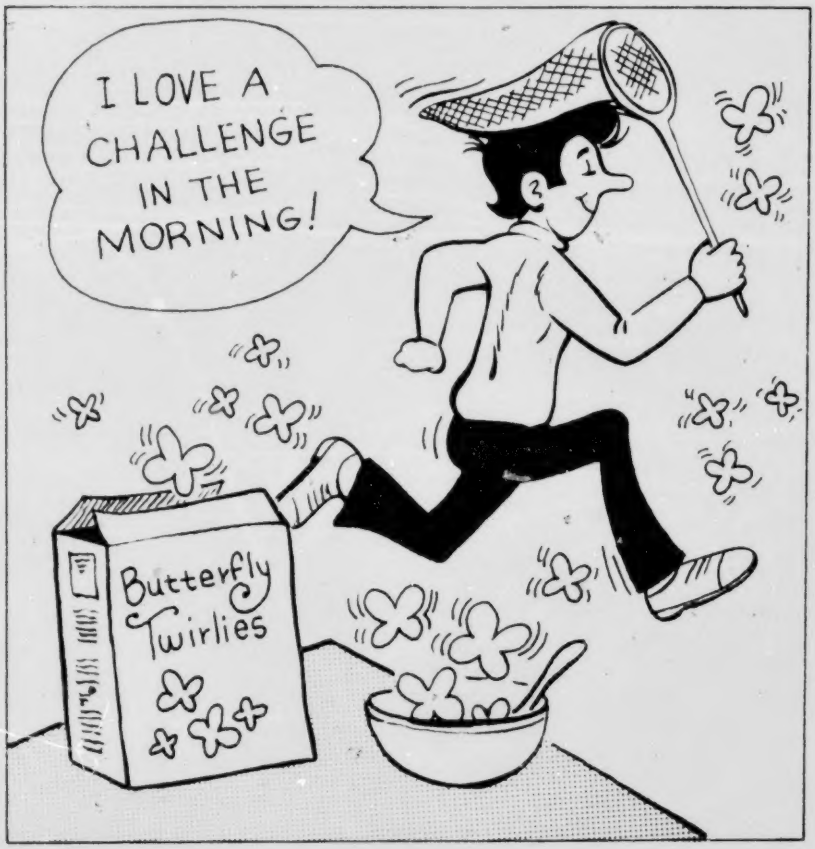
Some bakers are involved in laboratory research work. Large bakeries and some companies, such as flour manufacturers, hire bakers to test new blends of flour and recipes. Laboratory bakers must record the mixing formula and observe the results. They then write reports of their findings.

Write to the American Institute of Baking, 400 East Ontario St., Chicago, Illinois 60611, for information about the education and training needed in the baking industry.

Food and Nutrition – Food Service

The food service industry is one of the largest in the United States. If you don't believe it, just look around. People eat in restaurants, hotels and motels, cafeterias, plants and office buildings, hospitals, schools, colleges. People eat in cars, on trains, airplanes and ships. People even buy food from machines.

As you might expect, the employment "menu" in food service is wide and varied. Jobs are available for people with little experience and training and for people with years of educational background. Would you like a routine job or one that offers the chance for creativity? Would you like a job in which you can provide very important service to people? Food service offers these opportunities and many others.



Hospital patients need carefully planned and nutritious diets. Leola Dixon is a dietitian in a large hospital. She is weighing individual pieces of meat to be sure that each patient gets the correct amount.

"Tell me what you eat and I will tell you what you are."
Jean Anthelme Brillat-Savarin

Dietitian

The more scientists learn about nutrition, the more the statement above is true. The food we eat, the kind and the amount affect our health, the way we feel, our appearance and our energy.

Dietitians are very much involved in helping people maintain or recover good health. Dietitians plan menus and diets that will provide the food and nutrients that people need.

Dietitians also have many other functions. Food service programs in schools, hospitals, restaurants or other institutions are often planned and directed by dietitians.

The dietitian may work with a food service supervisor in directing the workers who prepare and serve food. Making purchases of food, equipment and supplies and maintaining and analyzing food costs are also part of the dietitian's job. Often dietitians develop improved methods for purchasing and using food. They also inspect work and storage areas to make sure *sanitary* standards are kept. It takes good organizational abilities to handle all these jobs.

Dietitians must also be able to get along well with people, and, in places like schools or hospitals, may instruct other people about nutrition. They may also prepare educational materials about the nutritional values of food and ways to prepare food.

Therapeutic dietitians often work with doctors to prepare special diets for patients. The dietitian works with the patient and family to teach them about the importance of the diet. The dietitian also suggests ways to help them stay on a diet and make it more pleasant to follow.

Dietetic educators are involved in teaching medical, dental, or nursing students and other people involved in health care about nutrition.

The basic educational requirement for a dietitian is a Bachelor's degree. After graduation, *internship* or two years of experience are recommended. Advancing to higher levels in teaching, research or work as a *nutritionist* requires more education.

Plan the dinner menu for your family for a one-week period. Have a home economics teacher at your school or your parents look it over with you and answer these questions. Does the menu include foods the members of your family will eat? Is it a nutritious diet? Is it within the family budget?

Chef

The art of cooking is ancient. Skilled cooks were often highly honored by their communities. Most famous restaurants of today gained that fame because of the talents of their chefs, and the recipes of famous chefs are often well-kept secrets.

If you have helped someone else prepare a meal, or prepared one yourself, you have an idea of some of the work a cook or chef does. Imagine doing those same things for many people every day.

In restaurants where many people are served, the work load is too much for one person. These places have a staff of cooks and other kitchen workers. The cooks usually specialize in doing one thing. For instance, one cook may specialize in preparing vegetables, another in sauces, and another in soups.

Head cooks or executive chefs are responsible for the activities of all the people who work in the kitchen. They also are responsible for deciding what portions of food should be served, instructing the cooks on the fine points of cooking and keeping the time and payroll records. Executive chefs also *estimate* the amount of food that will be needed, order it, and check it for quality and quantity when it is delivered. Planning the menu and selecting the recipes are the most important duties of executive chefs. Successful business depends on these choices.

Vocational and trade schools offer some training for cooks, and there are a few cooking or *culinary* schools in the United States. Most cooks, however, begin as kitchen helpers in small restaurants and learn on-the-job. Later, they may get jobs as cooks, move to larger restaurants, and, if they have talent and skill, they may become executive chefs.

Whether a good restaurant is small or large, it is clean, and the atmosphere is cheerful as each member of "the team" does his part. During rush hours, the times many people come into the restaurant to eat, it may be noisy and confusing. The kitchen at these times is no place for a person who is extremely nervous or impatient. The cooperation of everyone is needed.

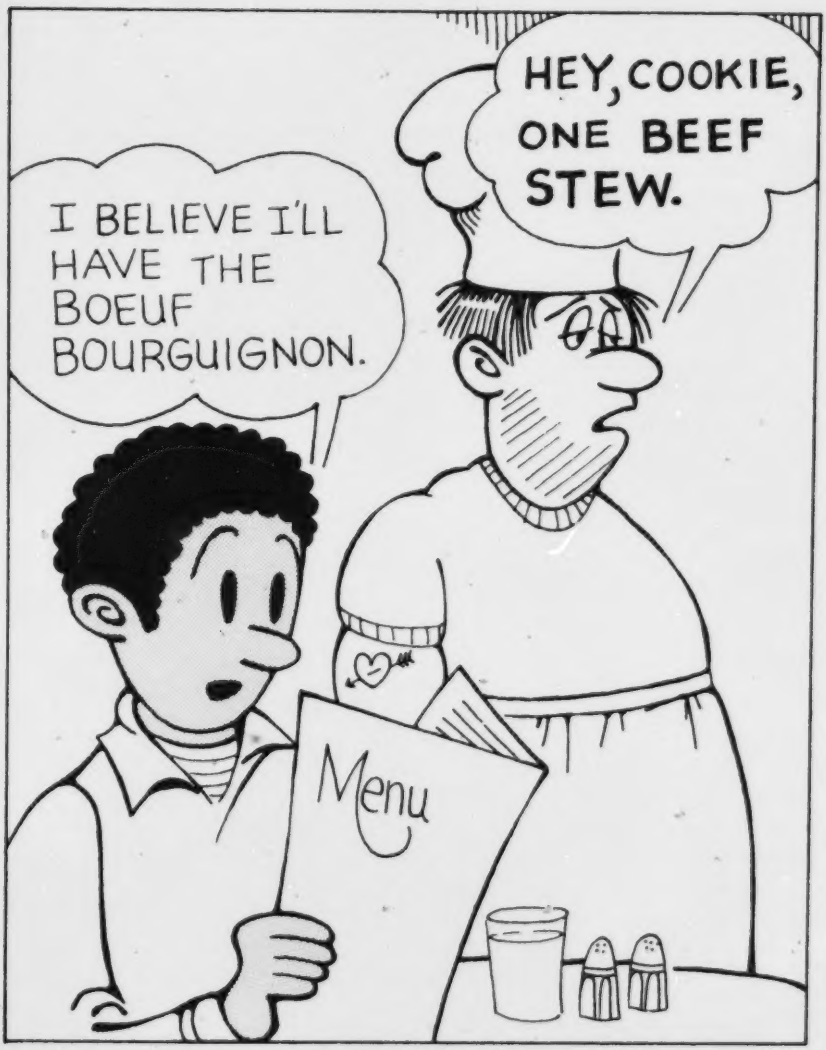
Cooks usually stand or walk as they do their work, and they must work well with their hands. It takes good coordination to handle sharp knives with skill and speed and take care not to cut or burn oneself. Cooks must also be able to lift and carry heavy items.

Free uniforms and laundry service are usually provided to cooks and chefs. They are also given free meals during the hours they are working. Most chefs are required to have health certificates to show that they have no contagious diseases.

Talk with the head cook in your school cafeteria. Find out what training and experience he or she received. Ask about working conditions such as hours, duties, advantages or disadvantages of the job.

Waiter / Waitress

The next time you eat in a restaurant, watch the waiter or waitress closely. Go through a mental checklist of the things waiters and waitresses should do. For instance, are you greeted with a friendly smile? Are you provided with water and a menu? Are you given suggestions about what to order? Do you get exactly what you ordered? If you are in a group, does the waiter or waitress remember who ordered what?



Are you asked if you want anything else or some extra service? Has the bill been added correctly?

These are things a waiter or waitress in almost any restaurant should be able to do. Of course, there are many kinds of restaurants. They offer different kinds of food and different kinds of service. People who are in a hurry may eat in a restaurant where the service is fast and efficient. Often the waiters and waitresses in these places have the duties of setting the tables or counters and clearing away dirty dishes. They may also help to prepare some items like sandwiches.

In more formal restaurants, bus boys and girls set the tables and clear away dishes. This frees the waiters and waitresses so they can provide more personal service to the customer. They follow the formal rules of *etiquette*, suggest dinner courses and answer questions about the way food has been prepared. These waiters and waitresses have usually developed additional skills, such as carving meats and serving flaming dishes.

The competition for jobs in formal restaurants is very high. The tips that waiters and waitresses receive are usually greater than the money they earn from hourly wages. Tips are usually between 10 and 20 percent of the price of the meal. In a formal restaurant, where the prices of meals are higher, the amount of money earned from tips is also greater.

Some waiters and waitresses work for a few hours in the middle of the day and then come back in the evening. They also work on weekends and holidays. They should be neat and clean, have pleasant personalities and have a desire to please customers. Sometimes it is hard to be pleasant when a customer is unpleasant or grouchy.

Speaking well and being able to use basic arithmetic are advantages to someone who wants to become a waiter or waitress. It also takes a strong person to stand all day and carry heavy trays of food and dishes. Good health is a must for waiters and waitresses, as well as other food service workers. A health certificate is often required.

Ask your school counselor, or write the National Restaurant Association, 1530 N. Lake Shore Drive, Chicago, Illinois 60610, for information about other careers and opportunities in restaurant work.

Other Jobs in Food and Nutrition

Food service supervisor—Trains and supervises employees in serving food in hospitals, nursing homes, schools and similar institutions.

Nutritionist—Instructs and advises auxiliary medical personnel and allied professional workers on food values and utilization of foods by the human body.

Food journalist—Writer or editor of subject matter pertaining to the selection, preparation and nutritional value of foods.

Hostess—(restaurant)—Welcomes and seats patrons at tables and schedules dining reservations.

Cafeteria manager—Directs and coordinates activities of workers engaged in furnishing cafeteria services to insure an efficient and profitable enterprise.

Meat cutter—Cuts and trims meat to size for display or as ordered by customer. Cleans and cuts fish and poultry.

Food checker—Examines food on tray as it is carried from the kitchen of a restaurant to insure that portions are standard and that order is complete; adds total for each meal.

Butcher—Performs all slaughtering and butchering operations in meat packing establishment.

Fountain worker—Prepares and serves soft drink and ice cream dishes, using memorized formulas and following directions.

Bus boy-girl—Performs combination of duties, including carrying dirty dishes, replacing soiled linens, setting tables and assisting waiter and kitchen help as directed.

Caterer—Plans menus, directs personnel in preparing and serving food and refreshments at social affairs or similar functions.

Cake decorator—Decorates cakes and pastries with designs, using icing bag or handmade paper cone.

Food analyst—Conducts experiments in chemistry of foods and experiments with natural and synthetic materials to develop new foods, preservatives, etc.

Household and Personal Care

Household and personal care involves taking care of your own health and appearance and sometimes that of others. It also includes duties, such as cleaning, laundering, some home maintenance and gardening. Homemakers sometimes cannot or may not choose to take care of household or personal tasks themselves. For this reason, maids, handymen, gardeners, housekeepers or other people are employed in private homes.

Some of these activities, such as cleaning and maintenance, require skills that are also needed outside the home. Offices, airplanes, schools, hospitals and other places need to be cleaned and maintained. Job levels in this area vary from the people who actually do the work to supervisors and managers who are responsible for planning and organizing work.

Social service agencies hire people to help handicapped or elderly people take care of themselves and their homes.

Fortunately, many people enjoy the type of work that is needed to take care of a household. Everyone benefits from the result—clean, pleasant environments in which to live and work.

Executive Housekeeper

Hotels and motels are in the business of providing hospitality to travelers. Depending on the size of the hotel or motel, they may offer food, sauna baths, swimming facilities, valet service or any number of other services to people. One very important thing they offer is shelter in the form of a clean, attractive room.

The executive housekeeper is responsible for seeing that individual rooms and other parts of a hotel or motel are kept in good condition, clean and attractive.

Executive housekeepers supervise the work of maids, housemen, housekeepers and other members of the cleaning staff, such as laundry workers. They may also be responsible for training new members of the cleaning staff. Assigning workers their specific jobs, inspecting their work, keeping records, checking and ordering supplies are other responsibilities of the executive housekeeper. Often executive housekeepers are responsible for hiring and firing employees. They also make reports and recommendations to the management about the conditions of the rooms, hallways or lobby.

In large hotels or motels, the executive housekeeper may have an assistant housekeeper to help in keeping records and supervising. Floor supervisors may be hired to supervise the work on one or two floors.

Most executive housekeepers have at least a high school education. There are schools and colleges that offer courses that will be helpful to someone who wants a career as an executive housekeeper. Courses in housekeeping, personnel management, budgeting, interior decorating, and caring for equipment are examples.

In addition to training, the ability of the individual will help someone advance to the position of executive housekeeper. Executive housekeepers need the ability to work well with people, plan and organize work, work independently, and analyze numbers and written data.

It usually takes several years of on-the-job experience to become an executive housekeeper. The competition is very high because usually there is only one such position available in any one hotel or motel.

Look in the *Dictionary of Occupational Titles* or the *Occupational Outlook Handbook* for career information about such jobs in private homes as maid, gardener, handyman, home housekeeper. How do they differ from similar careers in commercial cleaning or maintenance?

Home Health Aide

Home health aides, sometimes called home attendants, care for elderly people, people who are getting over serious illnesses or handicapped people. The job requires a person who *really* cares about helping people.

As the name suggests, the work takes place in the home. The activities depend on the condition of the patient. Usually, home health aides make sure the patient's environment is clean and healthy. They change bed linens and wash and iron clothes. They may also purchase food and other supplies and prepare and serve meals. Some patients may require help in eating. They help patients in and out of bed, cars, or wheelchairs, or up and down stairs. The home health aide may accompany a patient out of doors and act as a guide and companion.

The mental attitude of the patient is just as important as the physical condition. Indoors, the aide may entertain the patient by talking, reading aloud or playing games.

The training for a home health aide is similar to that for a nurse aide or orderly. Courses in home nursing and first aid are offered by many public schools, and specific preparation for health service careers is provided in many area vocational schools.

Home health aides must be healthy, patient and understanding. It is necessary to be genuinely interested in helping people since persons in ill health or pain may be irritable or grouchy. The home health aide must be able to understand the patient's problems and help whenever possible. Helping a patient move around may require physical strength.

The home health aide may work with doctors and nurses who are taking care of the patient. Understanding and following instructions carefully is an important part of home health work.

Call or write the personnel department of a local hospital for information about jobs as nurse aides or orderlies. Another way to find out about careers in dietetics, hospital food service or others is to do volunteer work in a hospital. Find out what the requirements are for volunteer work such as "candy striping."

Commercial Cleaner

You have probably helped to clean your home, but have you ever made mistakes in doing it? For instance, have you started to clean a spot on a wall and found that the paint was coming off? Or have you spilled something on a wooden table and, in trying to clean it up, made it worse? Or have you used some solution to wash windows that left streaks? If you have, you have probably said to yourself, "Oh-oh." You also probably realized that there are certain things people should know about cleaning.

Indeed there are, especially if you are a commercial cleaner. Commercial cleaners are people who have jobs cleaning office buildings, hospitals, schools and institutions, restaurants and almost any other kind of building that people use.

Many different kinds of materials are used in buildings. Some of them require special chemicals to clean them so the beauty of the surface will not be marred or spoiled in any way. Commercial cleaners have to know what the surfaces are that they are cleaning and what chemicals they should use. They also have to know how to use and store these chemicals with safety. (Some of them are very powerful.)

Most cleaners are trained on-the-job. Often they have answered ads in newspapers and been hired. Some tasks require only strong muscles and common sense. These require little training. Others, such as using chemicals or disinfectants, require more training.

Emptying wastebaskets, dusting, sweeping, mopping floors, cleaning and disinfecting restrooms, washing windows, and vacuuming carpets are some of the activities performed by cleaners. Sometimes

Talk with the head custodian in your school. Find out about his job and how it affects the physical environment in your school. What would the environment be like if the work was not done?

machines are used, such as electric floor scrubbers or waxing machines. Part of the job is knowing how to use and care for this equipment.

The cleaning staff often works at night, while other people are at home. Some places, such as hospitals, must be cleaned while patients and workers are there. Courtesy, tact and neatness are very important.

Cleaners almost never have to worry about their jobs when they are off duty. Also, though some people have to wait to see the results of their work, cleaners have an immediate reward.

Other Jobs in Household and Personal Care

Maid—Cleans rooms in hotels, restaurants, clubs and similar establishments as well as private homes.

Cleaning maid—Keeps premises of buildings or private homes in clean and orderly condition.

Valet—Attends to personal needs and wants of a gentleman and performs a variety of services such as: keeps clothes in good condition, mixes and serves drinks, runs errands.

Housekeeper, home—Supervises and coordinates activities of household employees in a private residence.

Building maintenance worker—Repairs and maintains the physical structure of commercial and industrial establishments, such as factories, office buildings and apartment houses.

Butler—Supervises and coordinates activities of household employees engaged in cooking, cleaning, and related domestic duties.

Nurse aide—Assists in care of hospital patients under direction of nursing and medical staff; bathes, serves meals and transports patients.

Orderly—Performs a combination of duties, as directed by nursing and medical staff, to care for hospitalized male patients, including bathing, feeding and lifting patients onto and from bed.

Grounds keeper—Maintains grounds of industrial, commercial, public property or private residences.

Handyman—Performs any combination of duties in keeping private homes clean and in good condition.

Houseman—Performs a number of duties, such as cleaning rugs, carpets and furniture to maintain hotel or motel premises.

Housing Design, Home Furnishings And Household Equipment

The history of providing equipment, furnishings and decorations for homes goes so far back that we are not sure when it began. It may have been when the first person kept a container to carry or store water, or when someone decided to sleep in the same place every night. We do know that even the most primitive people kept equipment for cooking and other tools. With the materials around them—animal skins, trees, grasses, rocks or other things—they designed and built homes. These homes and the equipment were often decorated, sometimes elaborately.

Many people have specialized jobs in the area of housing design, household equipment and home furnishings. Some of the jobs involve giving advice to people about how to decorate their homes and what furnishings to choose or how to use equipment and care for it. Some are experts in using lighting to make a home more beautiful. Other people have jobs in which they help to design better homes or improve or develop new equipment and furniture. Still others have jobs that combine giving advice about home decorating with selling. Much of the work carries over to commercial areas in decorating office buildings, plants, airplanes or ships.

Pleasant living environments help make people feel happier and more comfortable. Frank Stovering is a specialist in creating beautiful home environments. He is an interior designer. Frank is helping a woman choose just the right fabric to use in her home.

Interior Designer

Do you enjoy fixing up your room or home? Rearranging things? Putting posters or pictures up? If you do, then you might enjoy the work of an interior designer.

Interior designers or decorators are in the business of helping people decorate their homes, offices or other buildings. A few design the interiors of ships, airplanes and movie or television sets. They create an attractive and pleasing environment in which people can work and live comfortably and conveniently.

The work involves helping people choose furniture, draperies, wallpaper or paint, carpets, pictures, lamps and other decorations. Interior designers use their knowledge of texture to produce whatever effect is desired in a room or building.

In addition to selecting things to buy, an interior designer must estimate the cost of the furnishings and the work, make presentations of the plan and get approvals, then check the work.

The presentations are sometimes done with swatches of material, pictures or color charts. For large jobs, drawing may be necessary. This means working on floor plans and making sketches so the client will be able to picture what it will look like.

The interior designer's job often involves selling. Those who have their own studios must sell themselves and their ideas. If they work for a department store in home furnishings, then one of the goals is to sell the store's merchandise. Interior designers should also have artistic and business abilities.

A successful project means that the client is happy with the end product. To be successful, the designer must work with people to find out what they like, what their interests are and what they want. You have to like people and be interested in them to do this.

Formal training is becoming more and more important for interior designers. Three to four years of education after high school and several years of experience on the job are required for most designing jobs. Some two-year programs will qualify a person for a job as a junior designer. Beginners may get jobs as assistants or junior decorators, or selling fabrics, lamps, and furnishings in a department store.

Interior decorators who own their own studios usually receive fees for their work. Those who are hired by stores or others may be paid salaries or salaries and commissions. (Commission is a percentage of the sales price of merchandise.) Very talented people have good opportunities in interior design, but the competition is high.

Using pictures from magazines or other sources, plan the redecoration of your room. Window-shop in local stores to find out whether or not the items you picked out are available. If you are really ambitious, figure out what it would cost to redecorate your room as you planned.

Home-lighting Advisor

People who study lighting for business reasons, like photographers, know what different effect light can have on the appearance of people and things. People who study eyes, like ophthalmologists (eye doctors), know that some lighting can make working and reading much easier. Most people, however, take light for granted. If they do think about it, they may not know how to improve lighting in their homes or offices.

Some *utility* companies hire home economists, called home-lighting advisors, who specialize in lighting. They advise people on better, more efficient ways to light homes.

The home-lighting advisor tests the lighting already in a home. A *light meter* is used to get information about the intensity of light and the distribution of light in a room. If changes are necessary, the home-lighting advisor may recommend a number of possible improvements. Rearranging the lamps and other lights may help. Special lamps for close work like reading or sewing may be suggested.

Home-lighting advisors may suggest some changes in interior decorations. Different colors on walls or in furniture may increase the available light. Home-lighting advisors often do lighting demonstrations or presentations for sales people, interior decorators, homemakers and other people. Slides are often used in these presentations to show different types of lighting and the way they change the appearance of a room. The home-lighting advisor writes a script for the demonstration, plans pictures and makes arrangements for photography.

It is difficult for some people to speak before others. This is something home-lighting advisors and other types of home economists must be able to do well. Speaking and writing courses are helpful, but an interest in people and knowledge of what you are talking about help more than anything.

Home-lighting advisors have Bachelor's degrees in home economics. Ask the home economics teacher in your school about career opportunities and the education and training that are required for other home economics careers. You may also want to write the American Home Economics Association, 2010 Massachusetts Avenue, NW, Washington, D.C. 20036.

Other Jobs in Housing Design

Color expert—Advises clients relative to fashionable shades and color combinations in paper, paint, draperies, floor coverings.

Furniture finisher—Finishes or refinishes damaged, worn or used furniture or new high-grade furniture to specified color or finish.

Household products technician—Compiles data concerning household products, such as refrigerators, ranges, cleaners, insecticides and air purifiers.

Furniture designer—Designs furniture line or individual pieces for manufacture.

Can You See Yourself In Some of These Jobs?

Color Expert

Have good color sense and artistic ability.
Work with a variety of clients.
Be willing to get a college education.
Keep up-to-date on fashionable trends in colors, fabrics, paint, wallpaper and floor coverings.
Have organizational ability and good communications skills.
Be willing to travel to locations where work will be done.

Budget Consultant

Be willing to get at least a college education.
Develop communications skills.
Be able to write pamphlets or other materials for public use.
Have an interest in helping people with financial problems.
Work with a variety of people individually or in groups.
Be able to make presentations before groups of people.

Household Products Technician

Be willing to get some training after high school.
Like detail work and working with data.
Operate laboratory equipment.
Have an aptitude for math and science.
Have ability to analyze results of tests and make reports.
Have some public contact in answering questions and furnishing information.

Bridal Consultant

Advise prospective brides in planning their weddings.
Be tactful and courteous to people.
Have a knowledge of fashion, china, silver, catering, flowers.
Be able to give advice about wedding etiquette.
Have sales ability.
Take care of some clerical work.
Be willing to travel and be present to assist before the ceremony.

Maid

Like routine work.
Be able to take directions and follow them.
Receive some on-the-job training.
Be honest and reliable.
Be willing to work some weekends.

Tailor

Be willing to get training after high school.
Have manual dexterity and good finger coordination.
Be able to meet the public, but work alone.
Have good eyesight.
Like working with fabrics.
Keep up-to-date on fashion trends.
Have the patience to do detailed and fine handwork.

Hostess

Have a pleasant attitude and neat appearance.
Be willing to get experience on the job.
Have the ability to organize the work of others.
Be willing to work weekends, evenings or holidays.
Have reasonably good communications skills.
Be able to observe certain rules of etiquette.

Nutritionist

Be willing to get a college education and do post graduate work.
Have a scientific aptitude.
Have an interest in food and research.
Like to work alone or in small groups as part of a team.
Be able to advise people about food and nutrition.
Have an interest in the well-being of people.

Furniture Salesperson

Enjoy meeting the public.
Have the ability to communicate verbally.
Have selling ability.
Use basic arithmetic skills.
Be paid by commission or salary plus commission.
Finish high school and get on-the-job experience.

Fashion Journalist

Be willing to go to college.
Have a knowledge of fashion and trends.
Develop writing and other communications skills.
Develop background in fashion.
Have critical abilities.
Be willing to do some traveling.
Be able to meet deadlines.

Day Care Aide

Enjoy being with young children.
Be willing to accept on-the-job training.
Be able to help in feeding, dressing and entertaining children.
Enjoy helping children learn.
Have patience and some creativity.
Be able to work with a number of children and not show favoritism.

Preparing for a Career

Preparing for a career is something people begin to do when they are born, although most people do not realize it. The things children learn, such as speaking, counting, learning colors and reading are things they will someday use in their work.

On a more advanced level, you are continuing to prepare for a career. The subjects that you are taking in school right now are helping you to develop skills and knowledge that you will need when you begin your career. They will also help you to discover your own special abilities and talents.

Some Ways That School Subjects Are Used In Consumer and Homemaking Cluster Careers

Workers in consumer and homemaking cluster careers find that the subjects they studied in high school have helped prepare them as follows:

Home Economics

Food processing careers	To develop new recipes, improve old ones, and maintain the quality of food production and sanitary conditions
Food service careers	To prepare and serve food, plan menus that provide for good nutrition, and maintain sanitary conditions
Home design and home furnishing careers	To design homes that allow comfortable, attractive, efficient and convenient living areas
Household equipment careers	To understand the use and care of household equipment and research

Clothing and textile production careers	To utilize skill and knowledge in fabric and clothing production
Fashion design careers	To understand the operations involved in clothing and textile production
Clothing care careers	To utilize skill and knowledge of fabrics and spots or stains in laundering or dry cleaning
Family relationship and child development careers	To understand basic principles in the growth and development of children, care of children and relationships between adults
Family economics careers	To provide knowledge in the areas of family economics and home management
Household care careers	To utilize skill in caring for homes or commercial buildings
Personal care careers	To utilize skill in caring for people and develop knowledge of basic good health habits
Educational service careers	To utilize knowledge of homemaking in instruction and demonstration

English

Food processing careers	To provide nutritional and cost information to sales people and consumers; to write reports
Home furnishing and household equipment careers	To prepare individual or group presentations or demonstrations
Family economics careers	To communicate with individuals or groups about financial and home management problems and prepare materials or demonstrations
Fashion design careers	To make presentations of new clothes at fashion or style shows or at meetings with sales people

Educational service careers	To provide clear, precise and complete instruction either verbally or written

Social Science

Family economics	To determine economic trends and their effect on day-to-day living
Fashion design	To utilize historical, ethnic and social knowledge as a background source for new ideas and to study social trends in consumer buying habits and life styles
Educational service careers	To keep up-to-date on social, economic and environmental trends

Industrial Arts

Household care careers	To utilize skill and knowledge in providing basic maintenance care in homes or other buildings
Housing design and home furnishings careers	To understand and utilize basic concepts of floor planning and use of space

Physical Education

Personal care careers	To understand the value of health and implement good health habits
Food service careers	To practice personal habits that maintain good health
Educational service careers	To instruct others in basic health practices

Music

Educational service careers Family relationships and child development careers	To help in planning and performing social and therapeutic activities

Science

Food processing careers	To research new food recipes, study nutrition and the effect on the body, and improve food processing methods
Household equipment careers	To research and test new equipment designs for safety, durability, and efficiency
Textile production careers	To research and test new fibers and new methods of treating or producing fibers already in use; to improve durability, appearance, and ease of care of textiles

Art

Food service careers	To produce meals and such foods as cakes or other desserts that are attractive as well as nutritious
Home design and home furnishings careers	To utilize basic design principles and knowledge of color and texture to achieve desired effects
Textile production careers	To develop designs and colors to be used in fabric production
Fashion design	To draw or sketch ideas for clothing and provide a background source for new ideas

Mathematics

Food service careers	To utilize basic arithmetic in numerical computations and to work with budgeting and cost analysis
Family economics careers	To research and advise people in budgeting, spending and saving money

Qualities You Need For Consumer and Homemaking Careers

What qualities are needed for careers in the Consumer and Homemaking Cluster? There are many different qualities needed for these careers, but most of the jobs require these characteristics:

Good communications skills

Manual and finger dexterity

A feeling for spatial relationships and color combinations

Being able to work with details and/or do detail work

An interest in the health and welfare of people

The ability to do numerical computations

How many of the above qualities do you think you have? If you have four or more, then perhaps you would enjoy working in one of the careers in the Consumer and Homemaking Cluster. If you think you would, there are a number of things you can do to get more information about these careers:

Talk to your parents, relatives or friends who have jobs in this cluster.

Talk to people in your community who have jobs in which you are interested.

Use your library. There are many books available with additional career information.

Talk with your guidance counselor.

Use the resources list (p. 59) for places to write for more information.

Talk with your teachers about careers in this cluster that use the subjects they teach.

Resources

Do you want or need more information? The following list includes the names and addresses of places you can write to for more information.

For career information:

American Dietetic Association
620 North Michigan Ave.
Chicago, Illinois 60611

American Home Economics Association
2010 Massachusetts Ave., N.W.
Washington, D.C. 20036

American Institute of Interior Designers
730 Fifth Ave.
New York, New York 10019

Director of Education
National Restaurant Association
1530 N. Lake Shore Drive
Chicago, Illinois 60610

Extension Service
U.S. Department of Agriculture
Washington, D.C. 20250

Home Economics Education Association
1201-16th St., N.W.
Washington, D.C. 20036

Home Economics Education Branch
Office of Education
Department of Health, Education, and Welfare
Washington, D.C. 20202

The Hospital, Institution, and Educational Food Service Society
Room 420
620 North Michigan Ave.
Chicago, Illinois 60611

National Society of Interior Designers, Inc.
312 East 62nd St.
New York, New York 10021

For government bulletins:

Occupational Outlook Reprint Series 1785
From: Superintendent of Documents
U.S. Government Printing Office
Washington, D.C. 10019

No.	Title	Price	No.	Title	Price
28	Building Custodians	.25	104	Home Economics	.25
30	Bartenders, Cooks, and Chefs, Waiters and Waitresses	.25	114	Interior Designers	.25
			125	Apparel	.25
			127	Baking	.25
34	Private Household Workers	.25	145	Restaurants	.25
			149	Hotels	.25
96	Dietitians	.25	150	Laundry and Dry-cleaning Plants	.25

Vocabulary

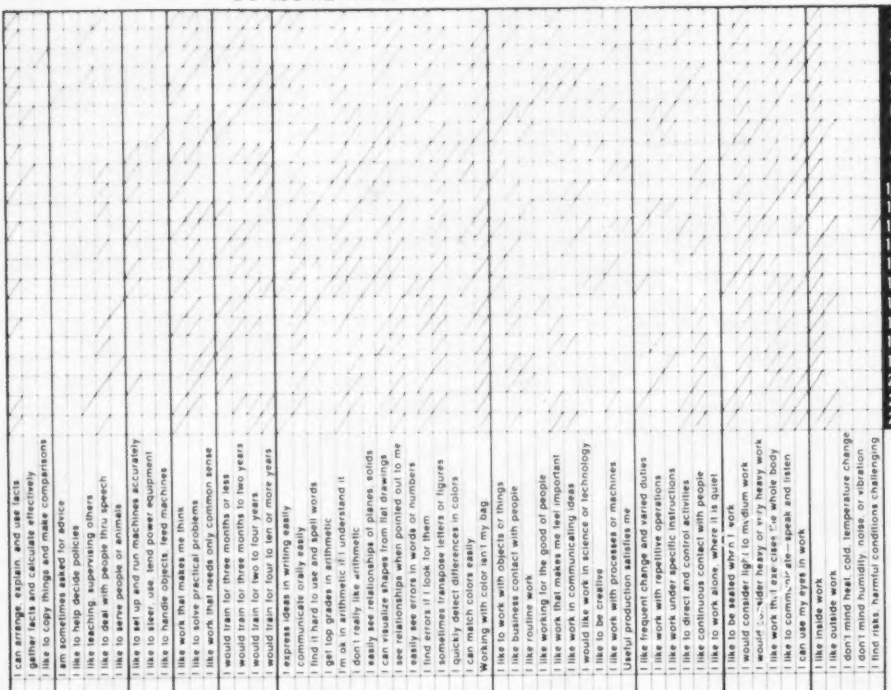
analyze	to separate and identify the ingredients of a substance
apprentice	one who is learning a trade, art or calling by practical experience under skilled workers
bagger	a person who puts clothes into plastic bags in a dry-cleaning plant
budget	a plan for coordinating the spending of specific amounts of money
condominium	one unit within a structure (such as an apartment building) with many units, owned individually
credit	an amount or sum placed at a person's disposal by a bank, or time given for payment for goods or services sold on trust
credit rating	a measure for the amount of credit a person is allowed
culinary	relating to the kitchen or cooking
dividerman	a person who operates a machine that divides dough into standard amounts
dough molder	a person who operates a machine that shapes dough and presses out air bubbles
estimate	to determine roughly the size, extent, or nature of something
etiquette	forms prescribed by authority to be observed in social life

fabric	cloth
family finance specialist	a person who specializes in helping people manage money
fiber	a thread or a filament object resembling a thread
finance charge	the amount charged by companies for bills that are not paid by the end of a specific time period
finisher	a person who does hard-to-do places in pressing clothes
food processing	steps performed in food manufacturing, including cleaning, peeling, coring, cooking, freezing or any other steps that are needed to prepare food
food scientist	a scientist who studies the makeup of food and its nutritional value
formula	a set form for doing something
garment	an article of clothing
hand icer	a person who puts icing on pastries or cakes by hand
hand presser	a person who presses delicate fabrics, using a hand iron
icing mixer	a person who uses a machine that puts icing on pastries or cakes
ingredient	something that enters into a compound or is part of any combination or mixture
inspector	a person who carefully checks workmanship for quality

interest	a charge for borrowed money, generally a percentage of the amount borrowed
internship	a time spent working under the supervision of professionals to gain experience and knowledge
light meter	an instrument that measures amounts of light
manual dexterity	skill and ease in using the hands
marker	a person in a dry-cleaning plant who puts identifying tags on clothes
mixer	a person who measures ingredients and operates a mixing machine
nutrition	the act of nourishing or being nourished or the sum of the processes by which people, animals or plants take in and utilize food substances
nutritionist	one who studies nutrition
ovenman	a person who operates, loads and unloads ovens
sanitary	condition of cleanliness
seamstress	a person who mends small rips or replaces buttons in a dry-cleaning plant
social service agencies	organizations that provide help for people in a community
specialize	to concentrate one's effort in a special activity or field
specifications	detailed, precise plans of something

spotter	a person who specializes in removing spots and stains from clothes
technician	a specialist in the technical details of a subject or occupation
textile	a fiber or yarn used in making cloth or the cloth itself
texture	the structure formed by the threads of a fabric
therapeutic	relating to the treatment of diseases or disorders by using corrective methods
utility company	a company that provides gas, electricity or water
webbing	interwoven strips that hold the springs in a chair or other piece of furniture

CONSUMER AND HOMEMAKING EDUCATION CLUSTER



INSTRUCTIONS

1. Place a check mark in the space at the left of each statement that you think fits you.
2. Return to the top—make an X out of each diagonal on every line you have checked.
3. Turn the form. One line at a time—count the Xs and enter the number in the SCORE column.

THE CONSUMER AND HOMEMAKING EDUCATION CLUSTER

Line No.	WORK AREAS	D.O.T. Pg. No.	WORKER TRAIT GROUPS	D.O.T. CODES	D.O.T. TITLES	SCORES	RANK
1	Business Relations	245	Managerial Work	096.168	Home Service Director		
2	Managerial and Supervisory Work	461	Supervisory Work	319.138	Manager, Industrial Cafeteria		
3	Investigating, Inspection, Testing	282	Sorting, Inspecting, Measuring, etc.	369.687	Inspector, Garment Examiner		
4	Education and Training	337	Vocational Education	096.128	Home Economist		
5	Counseling, Guidance, Social Work	296	Guidance and Counseling	195.108	Caseworker, Family		
6	Clerical Work	276	Classifying, Filing, etc.	295.388	Comparison Shopper		
7	Elemental Work	360	Handling	302.887	Launderer I		
8	Art	232	Art Work	142.081	Designer, Clothes		
9	Crafts	308	Costuming, Tailoring, and Dressmaking	785.361	Dressmaker		
10	Engineering	373	Sales Engineering	007.151	Heating Engineer		
11	Entertainment	408	Modeling and Related Work	297.868	Model		
12	Farming, Fishing, Forestry	411	Cropping, Animal Farming, Gardening, etc.	406.181	Flower Grower		
13	Law and Law Enforcement	427	Protecting and Related Work	376.868	Undercover Operator		
14	Machine Work		Operating—Controlling	787.782	Sewing Machine Operator		
15	Mathematics and Science	466	Scientific Research	022.081	Chemist, Food		
16	Medicine and Health	479	Child and Adult Care	354.878	Home Attendant		
17	Merchandising	484	Purchase and Sales Work	185.158	Fashion Coordinator		
18	Music	406	Specialty Entertainment Work	159.848	Waiter-Entertainer		
19	Personal Service	507	Miscellaneous Personal Service Work	311.878	Waiter/Waitress		
20	Photography, Communications	291	Switchboard Service	235.862	Telephone Operator		
21	Transportation	305	Supervisory Work	910.138	Car Cleaning Foreman		
22	Writing	522	Journalism and Editorial Work	132.068	Columnist		

DECISION: Consider for further exploration YES ☐ NO ☐

EXPLANATION OF COLUMNS ABOVE

Worker Traits are organized into twenty-two broad areas. See pages 215 to 223, Dictionary of Occupational Titles, Volume II, for more information.

D.O.T. Pg. No. shows the page in the D.O.T., Volume II, where the title of the worker trait group listed at the right is explained. On the page indicated, the D.O.T. gives information under the following headings: Work Performed, Worker Requirements, Clues for Relating Applicants and Requirements to, and Training and Methods of Entry. There is also a Qualifications Profile. This information is the basis for the design of the Cluster Chart content.

D.O.T. Codes and D.O.T. Titles columns identify occupational titles that have been chosen as samples. There are other occupational titles and other worker trait groupings in each work area.

INSTRUCTIONS

1. Transfer scores from the other side (one line to one) and enter them in the Scores Column above.
2. Rank the seven highest scores in numerical order, with highest score #1, continuing on to #7.
3. A review of those work areas in which you scored highest should help you decide whether or not this cluster should be among those you will wish to explore further in Grades 9 and 10. After you have completed all 15 charts, a summary sheet will be provided for accumulating and evaluating all information.

Name _____ Grade _____ School _____ Date _____

The Career Orientation Program at Grades 7 and 8 was the initial component of the K-10 Career Development Program and began in Ohio in 1970. In 1972, a *Career Orientation Curriculum Guide* was written and published through the inputs of personnel in the participating school districts. The *Guide* was revised in 1973, again utilizing local personnel. From these guides, 15 USOE occupational clusters are identified as containing information necessary to assist seventh and eight grade students in making tentative career decisions for exploration activities in Grades 9 and 10.

This booklet was developed to provide students information about the career opportunities and occupational information in the cluster of "Consumer and Homemaking."

This booklet can be used to integrate career information with various subject areas at Grades 7 and 8.

Materials for this publication were developed by the Educational Research Council of America with the cooperation of personnel from the Career Development Programs in Cleveland, Lorain, and Parma Public School Systems and the Division of Vocational Education, State Department of Education.

Byrl R. Shoemaker

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